

**GREATER VANCOUVER REGIONAL DISTRICT  
ELECTORAL AREA SUB-COMMITTEE**

Minutes of the Regular Meeting of the Greater Vancouver Regional District (GVRD) Intergovernmental and Administration Committee - Electoral Area Sub-Committee held at 1:10 p.m. on Wednesday, March 5, 2014 in the 2<sup>nd</sup> Floor Boardroom, 4330 Kingsway, Burnaby, British Columbia.

**PRESENT:**

Chair, Director Maria Harris, Electoral Area A  
Director Brenda Broughton, Lions Bay  
Director Mae Reid, Coquitlam  
Director Barbara Steele, Surrey  
Director Deb Walters, Pitt Meadows

**ABSENT:**

Vice Chair, Director Tim Stevenson, Vancouver  
Director Heather Deal, Vancouver

**STAFF:**

Greg Smith, Director, Information Technology and Emergency Management, Corporate Services  
Carol Mason, Commissioner/Chief Administrative Officer  
Janis Knaupp, Assistant to Regional Committees, Board and Information Services,  
Corporate Services

**1. ADOPTION OF THE AGENDA**

**1.1 March 5, 2014 Regular Meeting Agenda**

**It was MOVED and SECONDED**

That the Intergovernmental and Administration – Electoral Area Sub-Committee:

- a) amend the agenda for its regular meeting scheduled for March 5, 2014 by adding:
  - i. 3.1 Late Delegation – Kavie Toor, Director, Director of Facilities and Business Development, University of British Columbia Athletics and Recreation;
  - ii. On-table Item 3.1 Correspondence dated March 5, 2014 regarding Doug Mitchell Thunderbird Sports Centre presentation for Metro Vancouver Speaker submission;
  - iii. On-table revised Item 5.3 Attachment 5 Email correspondence dated March 5, 2014 addressed to Tom Pearce, Metro Vancouver from Richard Alexander, board Chair, University Neighbourhood Association; and

- iv. On-table Item 5.3 Attachment 11 Correspondence dated February 24, 2014 regarding Doug Mitchell Arena Liquor License Application; and  
b) adopt the agenda as amended.

**CARRIED**

## **2. ADOPTION OF THE MINUTES**

### **2.1 September 23, 2013 Regular Meeting Minutes**

**It was MOVED and SECONDED**

That the Intergovernmental and Administration – Electoral Area Sub-Committee adopt the minutes of its regular meeting held September 23, 2013 as circulated.

**CARRIED**

## **3. DELEGATIONS**

### **3.1 Late Delegation - Kavie Toor, Director, Director of Facilities and Business Development, University of British Columbia Athletics and Recreation**

Kavie Toor, University of British Columbia (UBC), Director, Facilities and Business Development, Athletics and Recreation, expressed support for the application of the Liquor-Primary License for UBC Thunderbird Winter Sports Centre and provided members with an overview of the overall event strategy highlighting:

- 25-30 community-focused planned events per year of interest to on-campus residents/students, some profiling the University, including 8 licensed concerts
- Operations safety efforts including a Memorandum of Understanding (MOU) events strategy with the Royal Canadian Mounted Police (RCMP) including a cap on the number of events and safety mechanisms
- Community support and a University Neighbourhood Association (UNA) request for involvement in event approval

The delegate requested that the Committee defer consideration of the license in light of efforts on the MOU with the RCMP and the UNA's change in position on the application.

Comments were offered about timing as it relates to a potential deferral of the matter.

On-table executive summary was distributed to members and is retained with the March 5, 2014 Intergovernmental and Administration – Electoral Area Sub-Committee agenda.

## **4. INVITED PRESENTATIONS**

No items presented.

## 5. REPORTS FROM COMMITTEE OR STAFF

### Agenda Varied

The order of the agenda was varied to consider Item 5.3 at this point.

#### 5.3 Application for Amendments to the Liquor-Primary Licence for UBC Thunderbird Winter Sports Centre

Report dated February 25, 2014 from Tom Pearce, Regional Planner, Policy, Planning and Environment, responding to a request from the BC Liquor Control and Licensing Branch to consider and provide a resolution with comments on an application for an amendment to the Liquor-Primary Licence to allow beer, wine, coolers and cider sales during concerts events at the University of British Columbia Thunderbird Winter Sports Centre located in Electoral Area 'A'.

On-table Attachment 11 is retained with the March 5, 2014 Intergovernmental and Administration – Electoral Area Sub-Committee agenda.

#### It was MOVED and SECONDED

That the Intergovernmental and Administration Electoral Area Sub-Committee defer consideration of the February 25, 2014 report titled "Application for Amendments to the Liquor-Primary Licence for UBC Thunderbird Winter Sports Centre", to its April 2, 2014 meeting.

CARRIED

### Agenda Order Resumed

The order of the agenda resumed with Item 5.1 being before the Sub-Committee.

#### 5.1 2014 Intergovernmental and Administration - Electoral Area Sub-Committee Priorities and Work Plan

Report dated February 14, 2014 from Greg Smith, Director, Information Technology and Emergency Management Corporate Services Department, providing the Intergovernmental and Administration - Electoral Area Sub-Committee with the priorities and work plan for the year 2014.

Members offered comments about investigating communications opportunities with the Real Estate Board of BC to reach potential/new home owners considering property purchases in Electoral Area A and the need to consider any potential liability.

In response to questions, members were informed about:

- Challenges with considering Electoral Area A fire protection services
- Capacity for staff to develop education and outreach opportunities on residential fire prevention and safety preparedness; details provided on the Metro Vancouver website

### **Request of Staff**

Staff was requested to investigate communications and outreach opportunities to inform new and existing property owners in Electoral Area A about governance, services and resources, and to report back to the Electoral Area Sub-Committee with recommendations and details of the existing communications strategy.

### **It was MOVED and SECONDED**

That the Intergovernmental and Administration Electoral Area Sub-Committee endorse the work plan contained in the report dated February 14, 2014 titled "2014 Intergovernmental and Administration Electoral Area Sub-Committee Priorities and Work Plan".

**CARRIED**

## **5.2 Electoral Area Unsightly Premises and Nuisance Bylaw**

Report dated February 14, 2014 from Tom Pearce, Regional Planner, Policy, Planning and Environment, repealing the existing Greater Vancouver Regional District Electoral Area "C" Unsightly Premises Bylaw No. 583, 1987 and the Greater Vancouver Regional District Unsightly Premises Amendment Bylaw No. 808, 1995, and replacing both bylaws with a new bylaw that applies to Electoral Area "A" and addresses property unsightliness, nuisance and maintenance in a more comprehensive manner.

Members were informed about additional feedback received from the Electoral Area A Advisory Planning Commission (EAA APC) including concerns related to: fine amounts; access to private dwellings; and differing applicability of the bylaw community-to-community based on varying interests and needs.

In response to questions, members were informed about the ability to develop educational materials to address EAA APC concerns and conditions permitting dwelling entry for safety and emergency purposes.

Discussion ensued about: impact of fine amounts on compliance rates; enforcement options; alignment with municipal bylaws; notice for entry dwelling; and developing education materials to communicate the bylaw to property owners.

### **Main Motion**

### **It was MOVED and SECONDED**

That the GVRD Board:

- a) Introduce and give first, second and third reading to "Greater Vancouver Regional District Electoral Area "A" Unsightly Premises and Nuisance Bylaw No. 1198, 2014" being a bylaw to regulate, prohibit and impose requirements in relation to buildings and other structures within Electoral Area "A"; and

- b) Pass and finally adopt "Greater Vancouver Regional District Electoral Area "A" Unsightly Premises and Nuisance Bylaw No. 1198, 2014".

**Amendment to the Main Motion**

**It was MOVED and SECONDED**

That the Intergovernmental and Administration Electoral Area Sub-Committee amend the Main Motion by adding section c) as follows: "c) Direct staff to develop a communications strategy related to the bylaw".

**CARRIED**

**Question on the Main Motion as Amended**

Question was then called on the Main Motion as amended and it was

**CARRIED**

*The Main Motion as Amended now reads as follows:*

*That the GVRD Board:*

- a) *Introduce and give first, second and third reading to "Greater Vancouver Regional District Electoral Area "A" Unsightly Premises and Nuisance Bylaw No. 1198, 2014" being a bylaw to regulate, prohibit and impose requirements in relation to buildings and other structures within Electoral Area "A";*
- b) *Pass and finally adopt "Greater Vancouver Regional District Electoral Area "A" Unsightly Premises and Nuisance Bylaw No. 1198, 2014"; and*
- c) *Direct staff to develop a communications strategy related to the Bylaw.*

**5.3 Application for Amendments to the Liquor-Primary Licence for UBC Thunderbird Winter Sports Centre**

This item was previously considered.

**5.4 Summary of the Electoral Area History and Boundary Adjustment Process**

Report dated February 14, 2014 from, Tom Pearce, Regional Planner, Policy, Planning and Environment, providing a brief summary of the history of the electoral area and the boundary adjustment process in the Metro Vancouver Electoral Area A, as requested by the Intergovernmental and Administration - Electoral Area Sub-Committee.

**It was MOVED and SECONDED**

That the Intergovernmental and Administration Electoral Area Sub-Committee receive for information the report titled "Summary of the Electoral Area History and Boundary Adjustment Process".

**CARRIED**

**5.5 Building Activity in Electoral Area A**

Report dated February 14, 2014 from Tom Pearce, Regional Planner, Policy, Planning and Environment, updating the Intergovernmental and Administration -

Electoral Area Sub-Committee on building activity and enforcement for the year 2013, as well as historic data.

In response to questions, members were informed about:

- Status of stop work orders, enforcement and staff capacity to address issues
- Challenges with location, access and non-conforming uses
- The Province not allowing additional information in annual local government tax roll notices; consideration being given to direct mail or other methods

**It was MOVED and SECONDED**

That the Intergovernmental and Administration Electoral Area Sub-Committee receive for information the report dated February 14, 2014, titled "Building Activity in Electoral Area A".

**CARRIED**

**5.6 Manager's Report**

Report dated February 17, 2014 from Greg Smith, Director, Information Technology and Emergency Management, Corporate Services, updating the Intergovernmental and Administration Electoral Area Subcommittee on: Montizambert Wynd drinking water; Strachan Point House fire; and the Howe Sound Community Forum.

In response to questions, members were informed about:

- Legislation related to regional district provision of water and fire protection
- Challenges with firefighters insurance for responding to outside areas
- Geography and costs implications to creating a new fire protection area

**It was MOVED and SECONDED**

That the Intergovernmental and Administration Electoral Area Subcommittee receive for information the report dated February 17, 2014, titled "Manager's Report".

**CARRIED**

**6. INFORMATION ITEMS**

**It was MOVED and SECONDED**

That the Intergovernmental and Administration Electoral Area Subcommittee receive for information the following Information Items:

- 6.1 Correspondence dated November 22, 2013 addressed to the Ministry of Forest, Lands and Natural Resource Operations regarding Barnston Island Dike.
- 6.2 Correspondence dated October 24, 2013 addressed to the Liquor Control and Licensing Branch regarding University of British Columbia Cecil Green Park House Liquor Licence Application.

**CARRIED**

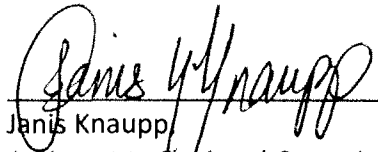
7. **OTHER BUSINESS**  
No items presented.
8. **RESOLUTION TO CLOSE MEETING**  
No items presented.
9. **ADJOURNMENT/TERMINATION**

**It was MOVED and SECONDED**

That the Intergovernmental and Administration Electoral Area Sub-Committee conclude its regular meeting of March 5, 2014.

**CARRIED**

(Time: 2:26 p.m.)

  
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Janis Knaupp  
Assistant to Regional Committees

  
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Maria Harris, Chair